

CENTRAL INTELLIGENCE AGENCY

2430 E Street, N.W.
Washington 25, D.C.

/PROD 12-1

NIS CHAPTER IX MEMO NO. 41
(REVISION)

DATE 29 August 1960

MEMORANDUM FOR: NIS Chapter IX Contributors

SUBJECT: Indication of Control Information in Chapters IX
and Sections 19

1. Indicate in the letter of transmittal for each controlled contribution (NOFORN) the reasons why the control is necessary.
2. The control should be stamped on each page of the contribution, including the cover page.
3. Each page of the contribution also should be stamped with the highest classification (SECRET, CONFIDENTIAL) of any part of it, as in the past.

30 AUG 1960

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Chief, D/P/BI

7 March 1960

Chief, D/GC/HR

NIS Base Maps

1. The evaluation of the production of base maps can best be summarized on any one date as part of a total production picture. The schedule of 11 June 1959 has had 5 bases added during the past several months. A summary as of this date therefore shows the following situation through 30 June 1960:

	<u>Standard Base</u>	<u>Page Size Base</u>
Scheduled	24	16
Completed	10	5
In Reproduction	5	0
In Compilation	5	7
In drafting	4	4

2. The Cartography Division has been unable to meet the total requirements placed on it during the past year. In the case of the base maps, first emphasis must be given to their use in the production of the Chapter I summary maps. When the schedule of that series is adjusted the base map series suffers the same fate. It is, of course, recognized that all base maps scheduled are not necessarily associated with a summary map.

3. Every effort is being made to produce base maps, along with all other NIS and non-NIS requests. Overtime has been used to the point of saturation in certain units and cannot reasonably be increased.

4. It is necessary to state at this time that D/GC probably will not be able to meet the schedule of NIS base maps for the rest of FY 1960. Although we may come close to completing the requested number of bases, I am sure they will not be on schedule. Of particular concern is the concentration of 5 completely new Chapter II sectional maps on the USSR and China by the first of May (1) and the first of June (4 bases).

5. To make the scheduling of base maps more realistic in the future, I suggest the following plan:

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7 March 1960

a. Schedule for revision only those that are required for use in the production of the summary maps being planned, the dates to correspond directly with those assigned to the Chapter I production, and to vary as the summary map late changes.

b. Schedule new bases only on those countries for which no base exists and for which some section production is planned.

Other bases most needing revision would be undertaken by D/GC only as man-hours are available and priority can be assigned. This suggestion is being made in light of the fact that previous attempts to schedule base production (by months) has proved to be completely impractical and has not functioned for the past many years. Since most areas are covered by a base this approach is considered to be practical at this time.

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Attachment (1)

Distribution:

Orig. & 1 - Addressee
1 - Ch/G/RR
2 - D/GC/RR

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D/GC/RR: :hjm/4071